OCTOBER 2000

A Vision for the Future

keeping you informed...

Final Phase

Alberta Apprenticeship and Industry Training

Excellence through training and experience

Alberta

LEARNING

Apprenticeship and Industry Training Board

101-01458/

Introduction

The regulatory framework will maintain Alberta's high industry standards while increasing the responsiveness of Alberta's apprenticeship and industry training system to industry needs.

The Alberta Apprenticeship and Industry Training Board (Board), in partnership with Alberta Learning, are completing the regulatory review of regulations under the *Apprenticeship and Industry Training Act*. The Alberta Legislative Assembly passed the *Apprenticeship and Industry Training Amendment Act, 2000* in Spring 2000. These amendments will come into effect on January 1, 2001. Regulations for the amended Act have been proposed and are also expected to come into effect January 1, 2001.

This document summarizes the proposed regulations and describes a new tool - the Board order. This paper also provides a brief history of the *A Vision for the Future* consultation process, including the most recent recommendations.

Finalizing the proposed regulations and Board orders described in this report marks the final phase in implementing the recommendations from *A Vision for the Future* and sets in place a streamlined regulatory framework for apprenticeship and industry training in Alberta. The framework will enable the Board to maintain Alberta's high industry standards while increasing the responsiveness of Alberta's apprenticeship and industry training system to industry needs.

If you would like detailed information on the proposed regulations and orders, please refer to *A Vision for the Future*, ***Supplement***, *Regulations and Orders, September 2000*. It contains:

Section 1 – Apprenticeship and Industry Training Administration Regulation

Section 2 – Designated Trades

- 2.1 Apprenticeship Program Regulation
- 2.2 Trade Regulations
- 2.3 Apprenticeship and Certification Order

Section 3 – Designated Occupations

Copies of *Keeping You Informed* and the ***Supplement*** are available

- on the Internet at http://www.tradesecrets.org in the Library
- by contacting the apprenticeship and industry training office nearest you. Please see page 19 for listings.
- by contacting

  The Alberta Apprenticeship and Industry Training Board
  10th Floor, Commerce Place
  10155-102 Street
  Edmonton, Alberta T5K 1C5
  Phone: 780-427-5806

Providing Your Input

We welcome your feedback and encourage you to respond by using the comment form in the middle of this document. You may also provide written comments to the address above, or respond on the Internet at http://www.tradesecrets.org in the Library.

Please provide your input as soon as possible and no later than ***November 17, 2000.***

Next Steps

The Alberta Apprenticeship and Industry Training Board and Alberta Learning will consider the input from this review and recommend changes to the proposed regulations and orders. We expect the regulations and orders to come into effect January 1, 2001. This is when the amendments to the Act come into effect.

Thanks to the contribution, cooperation and effort of many partners, Alberta is a leader in apprenticeship and industry training in Canada. Strengthening that leadership position is key to ensuring that Alberta continues to have a strong and highly skilled workforce.

Over the last several years, the Alberta Apprenticeship and Industry Training Board and Alberta Learning (formerly Advanced Education and Career Development) have consulted with Albertans on a vision for the future of Alberta's apprenticeship and industry training system. There were two main phases to this consultation process.

Phase I

Phase I began with a discussion paper called *A Vision for the Future*. It resulted in a vision for apprenticeship and industry training in Alberta and principles to achieve that vision.

Vision

Alberta's apprenticeship and industry training system will continue its leadership role in developing Alberta's highly skilled and trained workforce. The system will be responsive, accessible and affordable to all Albertans and will be accountable for ensuring high quality, industry-oriented training.

Principles

- Albertans who wish to pursue a career in the trades or designated occupations have opportunities to participate in apprenticeship and industry training and work toward acquiring the highest possible standards of knowledge and skills.
- Apprentices and trainees will make a financial contribution to the costs of technical training consistent with the benefits they receive.
- Provincial and interprovincial industry standards are the foundation of apprenticeship and industry training in Alberta. Industry, consisting of employers and employees, is responsible for setting training criteria and standards, and for providing on the job training and work experience.

- Government, with advice from industry, has a role in regulating apprenticeship training and in helping Albertans to acquire the skills and competencies required to work in the trades and designated occupations.
- Apprenticeship and industry training is based on effective partnerships between and among government, industry, and apprentices and trainees. Training institutions are key participants in the system.

Actions

The Phase I consultation process also resulted in six new actions for apprenticeship and industry training that have now been implemented:

- more options for training,
- improved financial support for apprentices,
- more promotion of ways to start an apprenticeship and have prior learning recognized,
- more training opportunities for youth,
- increased options for certification of workers, and
- a stronger industry advisory committee network.

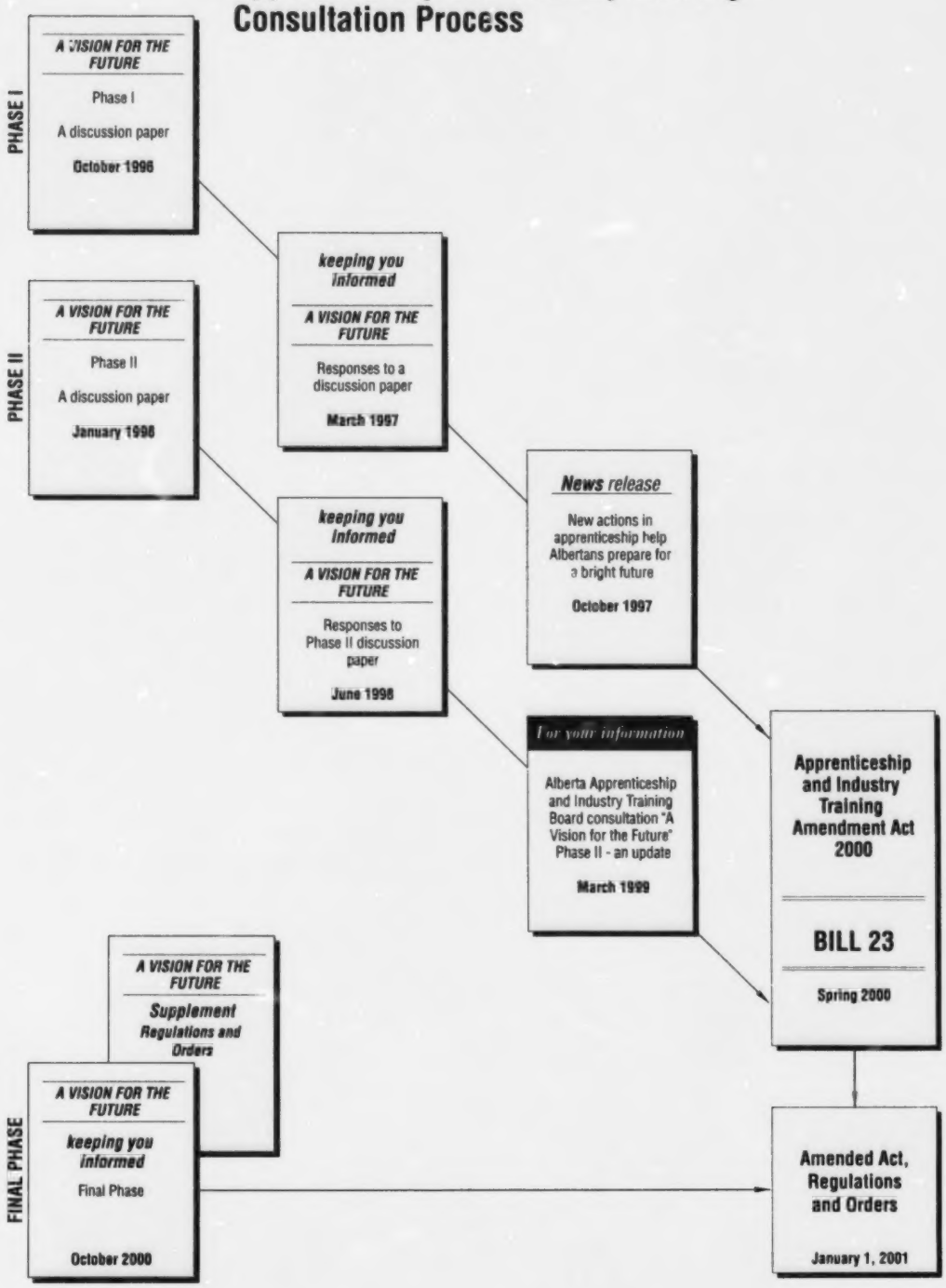
In Phase I, the Board asked Albertans whether the apprenticeship and industry training regulatory framework should be reviewed. There was general support for this idea. The Board also asked Albertans whether criteria for the designation of trades and occupations should be clarified. A significant number of respondents supported clarification.

Phase II

In *A Vision for the Future Phase II*, the Board made several proposals, including some relating to regulations and the regulatory framework. The Board also made proposals aimed at clarifying the criteria for designating trades and occupations. The proposals relating to regulations and the regulatory framework were also in response to the Board's and the department's review of regulations under the Government of Alberta's regulatory review process.

Please see the diagram on the following page for a visual description of the consultation process.

A VISION FOR THE FUTURE
Apprenticeship and Industry Training Consultation Process



After considering input from stakeholders across Alberta, the Board and the department made recommendations to the Minister regarding the regulatory framework for apprenticeship and industry training in Alberta. The approved recommendations included:

- Remove program detail (like entrance requirements for a trade) and process detail (like the process for obtaining nominations for membership on an industry advisory committee, the processes for record keeping, the processes related to the provision of courses and the processes related to registering apprentices) from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.
- Retain apprentice wage percentages in regulation unless changed or removed by the Board on the recommendation of the applicable provincial apprenticeship committee after consultation with industry.
- Retain journeyman/apprentice ratios in regulation. The norm will continue to be one journeyman to one apprentice.
- Criteria for the designation of trades and occupations.
- Set standards and award credentials for the achievement of competencies in designated occupations. This is a change to the focus of designated occupations, moving from the regulation of training programs and process to the granting of certification based on the achievement of standards.
- Enable the Board, in cooperation with industry, to address and implement solutions to problems encountered in describing some trades.

Amendments to the Act were required to allow the recommendations to be implemented.

Implementing the Recommendations

Amendments to the *Apprenticeship and Industry Training Act*

The Alberta Legislative Assembly passed amendments to the *Apprenticeship and Industry Training Act* in Spring 2000. These amendments were necessary to allow many of the recommendations described above to be implemented. The amendments come into effect January 1, 2001.

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

A Board order is similar in format to a regulation. It is a way for the Board to exercise its authority without placing the detail in regulation.

Response

One of the changes to the Act is the way the Board exercises its authority to set program standards and requirements. Currently the Board, with the approval of the Minister of Learning, exercises this authority by making a regulation. As of January 1, 2001, this authority will be split into authority to do certain things by *regulation* and authority to do other things by *order*.

For example, currently the Board sets entrance requirements by regulation. When the amendments to the Act come into effect, entrance requirements will be set by order.

Another amendment to the Act allows provincial apprenticeship committees to make recommendations to the Board on both regulations and orders. These changes retain in legislation the existing authority of the Board and the industry advisory committees to set standards and requirements.

Recommendation

Set standards and award credentials for the achievement of competencies in designated occupations. This is a change to the focus of designated occupations, moving from the regulation of training programs and process to the granting of certification based on the achievement of standards.

Response

Changes were made to the provisions respecting designated occupations that are consistent with the change in the focus of designated occupations. For example, the provisions for the recognition of competencies were clarified.

Recommendation

Enable the Board, in cooperation with industry, to address and implement solutions to problems encountered in describing some trades.

Response

The Board was given the authority, in consultation with the applicable provincial apprenticeship committee and with the approval of the Minister of Learning, to make regulations that would address and implement solutions to problems encountered in describing some trades.

For example, in the crane and hoisting equipment operator trade, the Provincial Apprenticeship Committee would like to allow individuals who are not apprentices or certified journeymen but who have successfully completed training programs approved by the Provincial Apprenticeship Committee to work on certain boom trucks (e.g. equipment operated by utility company workers). The amendments to the Act will allow the Board, in consultation with the Provincial Apprenticeship Committee and with the approval of the Minister, to make a regulation allowing this to happen.

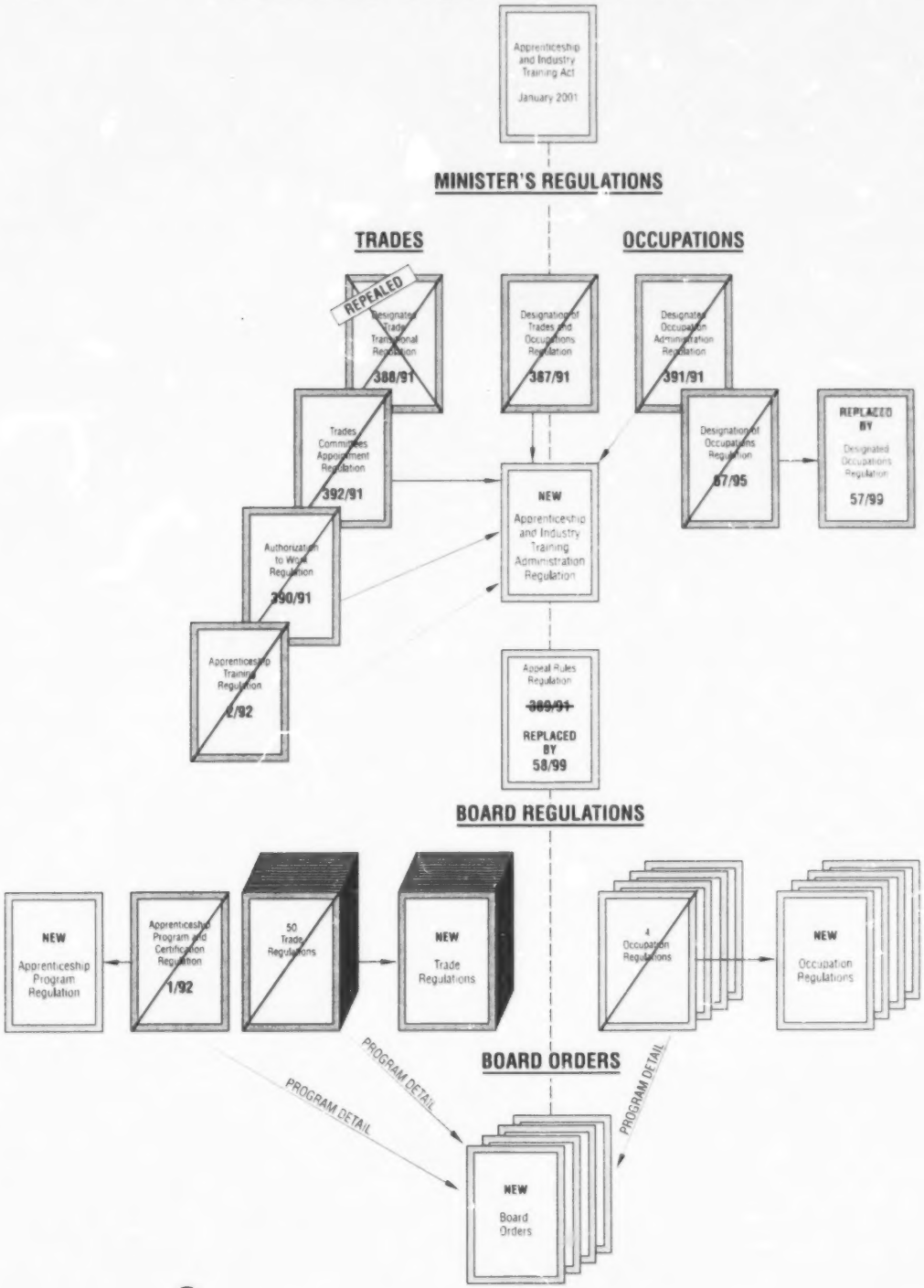
Revising the Regulations

The last step in implementing the recommendations is to revise the regulations and prepare orders to be consistent with the amended Act.

Please see the next page for a diagram of what we expect the regulatory framework to look like.

The last step in implementing the recommendations is to revise the regulations and orders under the Act.

APPRENTICESHIP AND INDUSTRY TRAINING
Streamlined Regulatory Framework



Comments

Click Here for the On-line Comments Form

Space for comments is provided on the following pages. Feel free to copy these pages if you need additional space, or to provide your input in another format.

Please provide your comments as soon as possible and no later than **November 17, 2000.**

Mail your comments to:

The Alberta Apprenticeship and Industry Training Board
10th floor, Commerce Place
10155-102 Street
Edmonton, Alberta T5K 1C5

Or e-mail your comments to aitinfo@gov.ab.ca

An electronic version of this form can be found by clicking on the button at the top of this page.

The personal information collected on this form is collected pursuant to section 32(c) of the 'Freedom of Information and Protection of Privacy Act'. It is necessary and directly related to Alberta Learning's A Vision for the Future consultation activity regarding a streamlined regulatory framework for apprenticeship and industry training in Alberta. Should you have any questions regarding the collection of this personal information, please contact Michèle Spak, Director, Board Support and Business Integration at the address above. Telephone 780-422-1193

First & Last Name:_____

Organization (if applicable):_____

Mailing Address:_____

_____

Bus. Tel:_____ Res. Tel:_____

E-mail:_____

Are you a member of an/the:
☐ LAC ☐ PAC ☐ OTC ☐ AIT Board *(Check all applicable)*

Which category best describes your current position?
☐ Journeyman ☐ Employer/Management ☐ Apprentice
☐ Trainee in Designated Occupation ☐ Other *Please specify:* _____

May we contact you if necessary? ☐ Yes ☐ No

You may wish to comment on the summaries of the proposed regulations and orders. Or you may wish to comment on the proposed regulations and orders themselves. You can comment generally on one or all of the regulations and orders, or on specific sections of interest to you. Please note the regulation(s) or order(s) to which each of your comments applies and the section and page numbers if applicable.

General Comments:

Name of Regulation(s)/Order(s) _____
If applicable: Section No: _____ on Page: _____

Name of Regulation(s)/Order(s) _____
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If applicable: Section No: _____ on Page: _____

Thank you!

Summaries
of Proposed Regulations

This section provides summaries of the following proposed regulations:

- *Apprenticeship and Industry Training Administration Regulation*
- *Apprenticeship Program Regulation*
- Trade regulations
- Occupation regulations

The proposed regulations are anticipated to come into force January 1, 2001. Each will contain a "sunset" clause that provides an expiry date for the regulation. The sunset clause is added to ensure that the regulation is reviewed for ongoing relevance. This is required by the Government of Alberta's policy on regulatory review.

For detailed information on the proposed regulations, please refer to *A Vision for the Future*, ***Supplement***, *Regulations and Orders, September 2000.*

Regulations are anticipated to come into force January 1, 2001.

Each regulation will contain a "sunset" clause.

Minister's Regulations

Proposed Apprenticeship and Industry Training Administration Regulation

The proposed Apprenticeship and Industry Training Administration Regulation is a regulation to be made by the Minister of Learning. It consolidates five Minister's regulations[1] and provides for the administration of the apprenticeship and industry training system.

Part 1

Part 1 of the proposed Apprenticeship and Industry Training Administration Regulation provides for the administration of the *trades*. It provides for the review of applications for the *designation of a trade*, including the criteria to be applied by the Board when reviewing such applications. It authorizes the Board to establish *provisional committees* when a new trade is being considered and before the designation of a trade comes into effect.

The proposed *Apprenticeship and Industry Training Administration Regulation* will consolidate five Minister's regulations making it easier to locate specific provisions and eliminating unnecessary duplication.

It prescribes the composition of those committees, and sets out the matters to be included in recommendations to the Board. Part 1 also includes criteria for the appointment of members to the *trades committees* (provincial apprenticeship committees and local apprenticeship committees) and authorizes payment of remuneration and expenses for provisional and trade committee members.

Part 1 also includes matters respecting the administration of *apprenticeship training*, including the registration and transfer of contracts of apprenticeship, grounds for cancellation or suspension of the registration of a contract of apprenticeship, and when the contract expires.

Finally, Part 1 sets out the matters to be considered by the Executive Director when deciding whether to grant an authorization to work under the *Apprenticeship and Industry Training Act*.

[1] The five existing regulations being consolidated are: *Designation of Trades and Occupations Regulation* (AR 387/91), *Trades Committee Appointment Regulation* (AR 392/91), *Apprenticeship Training Regulation* (AR 2/92), *Authorization to Work Regulation* (AR 390/91), and *Designated Occupation Administration Regulation* (AR 391/92).

The Minister's other two regulations, the *Designated Occupations Regulation* and *Appeal Rules Regulation* have been reviewed and reenacted under the Alberta Government's Regulatory Review project. The new regulations contained minor amendments and came into effect in March 1999.

Part 2

Part 2 of the proposed Apprenticeship and Industry Training Administration Regulation deals with the *designated occupations*. It provides for the review of applications for designated occupations, including the criteria to be applied by the Board when reviewing such applications. It also provides for the establishment or recognition of provisional and occupational committees and for the payment of remuneration and expenses for provisional and occupational committees.

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

Response

In this regulation, process detail (like the process for obtaining nominations for members of industry advisory committees) is removed. As well, the duplication that exists in the five existing regulations is removed.

Process detail will be readily available through print and electronic materials. This includes application forms and packages, brochures and program booklets. Process detail will also be posted on the Internet at www.tradesecrets.org.

Recommendation

Criteria for the designation of trades and occupations.

Response

The criteria to be considered by the Board in reviewing applications for the designation of a trade or occupation are contained in the proposed regulation.

Recommendation

Set standards and award credentials for the achievement of competencies in designated occupations.

Response

The criteria for the designation of occupations focuses on whether there is support for, and benefit to, provincially recognized standards of competency.

Board's Regulations

The Board, with the approval of the Minister of Learning, currently makes a number of regulations that set out program standards and requirements, including:

- *Apprenticeship Program and Certification Regulation* (AR 1/92)
- 50 trade regulations
- 4 occupation regulations

Apprenticeship Program Regulation

This will replace the *Apprenticeship Program and Certification Regulation* (AR 1/92).

The proposed regulation deals with the standards and requirements of an apprenticeship program and the training of apprentices, including

- eligibility requirements of apprentices and employers,
- the responsibilities of apprentices and employers,
- the supervision of apprentices, and
- provisions respecting the resolution of disagreements between employers and their employees in respect of apprenticeship programs.

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

Response

In the proposed regulation, both program detail (like the requirements to advance in an apprenticeship program and the requirements to be granted an Alberta Journeyman Certificate) and process detail (like the process for obtaining a Qualification Certificate) is removed.

- Program detail will be contained in one or more Board orders. (See *A Vision for the Future*, ***Supplement***, *Regulations and Orders, September 2000*)
- Process detail will be readily available through print and electronic materials. This includes application forms and packages, brochures and program booklets. Process detail will also be posted on the Internet at www.tradesecrets.org
- Information will also be communicated to apprentices and their employers through *Update*, the Board's newsletter which is published three times a year.

Program detail will be contained in Board orders.

Process detail will be contained in a variety of print and electronic materials.

Trade Regulations

Each trade regulation will set out

- the undertakings of the trade (the scope of work of a trade),
- the tasks, activities and functions performed in the course of carrying out the undertakings, and
- the term of an apprenticeship program – the number and length of periods of apprenticeship and the number of hours of on the job training required in each period.

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

Educational requirements for entrance into an apprenticeship program will now be contained in a Board order rather than in regulation.

Response

Educational and other entrance requirements for an apprenticeship program will be removed from the trade regulations. They will be set by the Board, in the proposed Apprenticeship Program Order, on the recommendation of the applicable provincial apprenticeship committee.

Recommendation

Retain apprentice wage percentages in regulation unless changed or removed by the Board on the recommendation of the applicable provincial apprenticeship committee after consultation with industry.

Wage percentages and ratios will continue to be in regulation.

Response

Except where recommended by the applicable provincial apprenticeship committee, after consultation with industry that the provision be removed, trade regulations will contain provisions outlining the percentage of journeyman wages an employer must pay to an apprentice in each period of an apprenticeship program.

Recommendation

Retain journeyman/apprentice ratios in regulation. The norm will continue to be one journeyman to one apprentice.

Response

Most trade regulations will also contain provisions respecting the ratio of journeymen to apprentices.

Occupation Regulations

The requirements for training and certification in the designated occupations are contained in the four existing occupation regulations:

- Construction Craft Labourer
- Gas Utility Operator
- Plasterer
- Warehousing

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

The proposed occupation regulations will provide for the undertakings and the tasks, activities and functions of a designated occupation.

Response

The proposed occupation regulations will set out

- the undertakings of the occupation (the scope of work of the occupation), and
- the tasks, activities and functions performed in the course of carrying out the undertakings.

The Board, in consultation with the applicable occupational training committee, will set out training and certification requirements for the existing designated occupations in Board orders.

Recommendation

Set standards and award credentials for the achievement of competencies in designated occupations. This is a change to the focus of designated occupations, moving from the regulation of training programs and process to the granting of certification based on the achievement of standards.

Response

The current designated occupations will continue as they are. They may change to the new focus or apply to be a designated trade. The regulations will provide for the undertakings and the tasks, activities and functions of the occupation. Board orders will set out the existing education, training and certification requirements.

In the future, designated occupations will focus on the granting of certification based on the achievement of standards.

Board Orders

Board orders will be communicated widely to apprentices, employers, journeymen, trainees and the public through publications and on the Internet.

Program detail will be contained in Board orders.

Board orders are a way for the Board to exercise its authority in setting program standards and requirements without placing the detail in regulation. A Board order will be similar in format to a Board regulation. The Board, on the recommendation of the applicable industry advisory committee, will continue to set program standards and requirements in response to industry needs.

For detailed information on the proposed orders, please refer to *A Vision for the Future*, ***Supplement***, *Regulations and Orders, September 2000.*

Link to Recommendations

Recommendation

Remove program and process detail from the regulations as long as the existing authority of the Board and industry advisory committees to set program standards and requirements remains in legislation.

Response

Through the amendments to the Act, the Board is authorized to set program standards and requirements by order. The program detail currently in regulation (like the requirements to advance in an apprenticeship program and the requirements to be granted an Alberta Journeyman Certificate) will be contained in Board orders.

Offices

Apprenticeship and Industry Training

For toll-free long distance access from anywhere in Alberta dial 310-0000 and then enter the provincial government number you wish to reach.

Bonnyville Career Development Centre
New Park Place, Box 8115
5201-44 Street
Bonnyville, AB T9N 2J4
Tel: (780) 826-4175
Fax: (780) 826-1904
Email: AIT.Bonnyville@gov.ab.ca

Calgary Career Development Centre
7th Floor, Century Park Place
855-8 Avenue SW
Calgary, AB T2P 3P1
Tel: (403) 297-6457
Fax: (403) 297-4492
Email: AIT.Calgary@gov.ab.ca

Calgary Canada – Alberta Service Centre
Fisher Park II
100-6712 Fisher Street SE
Calgary, AB T2H 2A7
Tel: (403) 297-3100
Fax: (403) 297-3799
Email: AIT.Calgary@gov.ab.ca

Edmonton Career Development Centre
7th Floor, South Tower
Seventh Street Plaza
10030-107 Street
Edmonton, AB T5J 4X7
Tel: (780) 427-8517
Fax: (780) 422-3734
Email: AIT.Edmonton@gov.ab.ca

Fort McMurray Canada – Alberta Service Centre
Box 19, 7th Floor
Provincial Building
9915 Franklin Avenue
Fort McMurray, AB T9H 2K4
Tel: (780) 743-7150
Fax: (780) 743-7492
Email: AIT.FortMcMurray@gov.ab.ca

Grande Prairie Canada – Alberta Service Centre
Suite 100, Towne Centre Mall
9845-99 Avenue
Grande Prairie, AB T8V 0R3
Tel: (780) 538-5240
Fax: (780) 538-5237
Email: AIT.GrandePrairie@gov.ab.ca

Vermilion Career Development Centre
Box 26, 1st Floor
Provincial Building
4701-52 Street
Vermilion, AB T9X 1J9
Tel: (780) 853-8150
Fax: (780) 853-8203
Email: AIT.Vermilion@gov.ab.ca

Hinton Career Development Centre
Yellowhead Building
437 Gregg Avenue
Hinton, AB T7V 1N1
Tel: (780) 865-8293
Fax: (780) 865-8269
Email: AIT.Hinton@gov.ab.ca

Lethbridge Canada –
Alberta Service Centre
Room 280, Provincial Building
200-5 Avenue South
Lethbridge, AB T1J 4C7
Tel: (403) 381-5380
Fax: (403) 381-5795
Email: AIT.Lethbridge@gov.ab.ca

Medicine Hat Canada –
Alberta Service Centre
104 Provincial Building
346-3 Street SE
Medicine Hat, AB T1A 0G7
Tel: (403) 529-3580
Fax: (403) 529-3564
Email: AIT.MedicineHat@gov.ab.ca

Peace River Career
Development Centre
9715-100 Street
Bag 900-28
Peace River, AB T8S 1T4
Tel: (780) 624-6529
Fax: (780) 624-6476
Email: AIT.PeaceRiver@gov.ab.ca

Red Deer Canada –
Alberta Service Centre
3rd Floor, First Red Deer Place
4911-51 Street
Box 302
Red Deer, AB T4N 6V4
Tel: (403) 340-5151
Fax: (403) 340-5153
Email: AIT.Reddeer@gov.ab.ca

Slave Lake Canada –
Alberta Service Centre
Box 787, Lakeland Centre
101 Main Street SE
Slave Lake, AB T0G 2A0
Tel: (780) 849-7290
Fax: (780) 849-7356
Email: AIT.SlaveLake@gov.ab.ca